



St Hugh's School

Behaviour policy:
Coronavirus addendum

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1. Scope

This addendum applies until further notice.

It sets out changes and exceptions to our normal behaviour policy. Pupils, parents and staff should continue to follow our normal behaviour policy with respect to anything not covered in this addendum.

We may need to amend or add to this addendum as circumstances or official guidance changes. We will communicate any changes to staff, parents and pupils.

2. Expectations for pupils in school

2.1 New rules

When pupils are in school, we expect them to follow all of the rules set out below to keep themselves and the rest of the school community safe.

Staff will be familiar with these rules and make sure they are followed consistently.

Parents should also read the rules and ensure that their children follow the new procedures that have been put in place. Parents should contact initially, the student's team base teacher if they think their child might not be able to comply with some or all of the rules, so we can consider alternative arrangements with them and support them to integrate back into school life.

The school has followed all government guidelines and there have been changes in the way the school is operating at the moment in order to safeguard all key stakeholders (staff / students). Examples of some of these measures are featured below:

- Altered routines for arriving or leaving the school premises to avoid large groups gathering in confined spaces
- Hygiene, such as handwashing and sanitising as they enter school in a morning and then on leaving / entering classrooms, before / after breaktime / lunchtime, prior to going home
- General moving around the school (e.g. one-way systems, out of bounds areas, queuing)

- The yard is sectioned off to avoid different "bubbles" coming into contact
- Sneezing, coughing, tissues and disposal ('catch it, bin it, kill it') and avoiding touching their mouth, nose and eyes with hands
- Telling an adult if they are experiencing symptoms of coronavirus
- Sharing any school equipment or frequently used items such as pencils or pens
- Breaks or play times, including where children may or may not play
- Use of toilets - students will only use the toilet if no other student is in
- Eating lunches in their team bubbles
- Staff will not mix bubbles and staff will be allocated to either KS3 / KS4 or KS5
- Not to cough or spit at or towards any other person in a deliberate fashion

The expectation is that all students follow/respect the measures put in place. Where a student is struggling with some of the changes put in place - staff will firstly consider the needs of the child (e.g. sensory, autistic, anxiety) as a reason that the student may be finding it difficult to comply and put strategies in place to support the child, adhering to Team teach training.

2.2 Rewards and sanctions for following rules

To help encourage pupils to follow the above rules, we will:

- Support students with visual signs / images to promote the message of social distancing
- Use positive reinforcement to praise those that conform
- Discuss any issues that students are finding challenging during timetabled recovery curriculum sessions with staff
- Empower students to be responsible and help each other to remember key points - praise them when this is witnessed

However, some students may (in times of crisis) or deliberately choose to refuse to follow these rules, in these situations we will:

- Use team teach to try to guide the student to safe place in school where they are limiting the dangers to others (Team teach)
- Staff will use de-escalation techniques to defuse the situation e.g. a walk, a job, a chat
- For some students the use of a verbal warnings will suffice
- In some cases staff may have to make calls home and request parents remove them from the premises until they have calmed down
- In extreme circumstances the student will be withdrawn from the class or guided to a safe area (if out of the classroom) - where staff will work with the student to calm them down / mediate between them and a third party (if necessary) to determine the cause of their behaviour / reaction.

- In these circumstances staff would contact parent / carers to discuss the incident and work collaboratively with parents to encourage them to convey the importance of the restrictions in school and the necessity to follow the rules for all students / staff safety in school.
- Where an extreme reaction to the rules is deemed to be through a lack of cognitive understanding / extreme anxiety / extreme sensory issues - staff will work hard 1:1 with the student embedding the safety message through the use of visuals / symbols.

2.3 Changed rules

During Lockdown - some of our school rules changed slightly to support students / families/ carers. We would like to inform parents / carers that from Sept 2020 the following will apply:

- Expectations for attendance - the [latest government guidance](#) says attendance will be mandatory from September. Therefore, as a school we will be reverting back to our normal expectations for attendance and students are expected to attend on each on the days that they have been allocated (KS4 full-time, KS3 either Mon/Tues or Thurs / Fri presently) Exceptions will be made for those students that have complex medical needs and have a supporting letter from a GP / consultant stating that their health is a concerning factor to their overall safety
- Expectations for uniform - the government is encouraging schools to revert to normal policy on this from September, but also to be considerate in managing non-compliance where parents are experiencing financial pressures. From September 2020, we would encourage all pupils to wear uniform to school and follow normal school rules on uniform as set out in our code of practice. If pupils cannot wear their full uniform (due to limited uniform / inability to wash clothing etc.) parents should contact the Headteacher / Deputy Head to discuss their situation

3. Expectations for pupils at home

3.1 Remote learning rules

If pupils are not in school, we expect them to follow all of the rules set out below.

Parents should also read the rules and ensure their children follow them. Parents should contact the Phase Leaders in school if they think their child might not be able to comply with some or all of the rules, so we can consider alternative arrangements with them and support them with their learning.

As a school the expectation is that parents / carers are:

- Contactable during required times - although take into account that students may not always be in front of a device the entire time
- Complete work to the deadline set by teachers
- Seek help if they need it, from teachers or teaching assistants
- Alert teachers if they're not able to complete work
- Use proper online conduct, such as using appropriate language in messages

3.2 Dealing with problems

If there are any problems with pupils adhering to rules around remote learning, including if they don't engage with the remote learning set for them, we will:

- Request a remote meeting with parents / carers to discuss a way forward
- Offer 1:1 sessions with staff (where plausible) to support the student further
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4. Monitoring arrangements

We will review this policy as guidance from the local authority or Department for Education is updated, and as a minimum every half term by the Head of the School. At every review, it will be approved by the full governing board.

5. Links with other policies

This policy links to the following policies and procedures:

- Child protection policy
- Behaviour policy
- Health and safety policy
- Safeguarding policy
- Attendance policy